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GENERAL:

As required by Public Law 99-660, CDC has developed extensive vaccine information materials. In the June 20, 1994 edition of the *Federal Register*, requirements were published for the use and distribution of the vaccination information. "Effective October 1, 1994, each health-care provider who administers any vaccine containing diphtheria, tetanus, pertussis, measles, mumps, rubella or polio vaccine shall, prior to administration of the vaccine, provide a copy of the relevant vaccine information materials, contained in this notice, to any adult to whom such provider intends to administer such vaccine and to the legal representative of any child to whom such provider intends to administer such vaccine."

PROCEDURE:

I. NEW ADMISSION

- A. Upon admission, a New Admission Packet will include the required information on vaccines that might be given to complete or update immunizations (diphtheria, tetanus, pertussis, measles, mumps, rubella, polio, varicella, influenza, pneumococcal, meningococcal and hepatitis B). This information will be given to the person being admitted or their legal representative.
- B. During the admission process, documentation that the vaccination information was provided will be included in the newly-created 20-Tab Record under Section 19 Admissions and Administrative.

II. CURRENT RESIDENTS OF REGIONAL CENTERS

- A. Prior to each annual Single Plan, an individual's immunization record will be reviewed in order to assess for needed vaccination for that year.
- B. The individual will be administered any necessary vaccine, as recommended by current CDC or medically accepted standards.
- C. At the time of the Single Plan, if not before, the individual or legal representative will be given the required vaccination information prior to the anticipated vaccination.
- D. The provision of that information and who received it will be duly noted in the Single Plan record.

III. In case of any emergency, the appropriate vaccination will be given, and written information given to the individual or the legal representative as soon as possible, though preferably prior to the vaccination.

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